

**MEMORANDUM OF AGREEMENT
BETWEEN GODDARD SPACE FLIGHT CENTER
&
AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES
LOCAL 1923**

1. This Memorandum of Agreement (MoA) is entered into, by and between, Goddard Space Flight Center (GSFC), Wallops Flight Facility (WFF) ("Employer" or "Agency") and the American Federation of Government Employees (AFGE), Local 1923("Union"), also referred to as the parties.
2. The purpose of this MoA is to identify the negotiated agreed to issues, by the parties, pertaining to the forthcoming Goddard Procedural Requirements (GPR) 8715.5B, Fire Protection at Goddard Space Flight Facility.
3. The parties agree to the following:
 - a. Employees may request the use of a space heater through their supervisors. Procedures for approval/disapproval are as follows:
 1. A supervisor issues, in writing, approval of such use to the employee;
 2. The written approval includes measures that must be taken in order to safely operate the device;
 3. A supervisor issues, in writing, disapproval of such use to the employee;
 4. The written disapproval states the grounds for disapproval;
 5. If an employee is dissatisfied with the justification for denial, the employee may file a grievance in accordance with the negotiated grievance procedure, Article 16, if the employee elects this procedure.
 - b. The respective language in the Fire Protection GPR, Section 5.2 will be revised as follows:
 1. Portable space heaters are prohibited unless permitted and approved in writing by the employee's supervisor.
 2. Only electric space heaters that are UL listed will be permitted.
 3. All unapproved portable space heaters shall be immediately removed from GSFC facilities.
 - c. Both management and employees are responsible to ensure space heaters being used are UL certified and meet all standards set forth in GPR 8715.5.B. Personal space heaters purchased by the employee that are not UL certified are to be removed by the employee. Personal heaters removed during safety inspections where the employee was not present will be returned to the employee.

- d. Only UL listed Factory Mutual (FM) approved electrical appliances shall be permitted for use in GSFC facilities. Toaster ovens and open coiled appliances are not permitted in any GSFC facilities.
- e. The parties agree safety inspections will comply with **29 CFR 1960.25 (c)** which states, "All areas and operations of each workplace, including office operations, shall be inspected at least annually. More frequent inspections shall be conducted in all workplaces where there is an increased risk of accident, injury, or illness due to the nature of the work performed. Sufficient unannounced inspections and unannounced follow-up inspections should be conducted by the agency to ensure the identification and abatement of hazardous conditions."

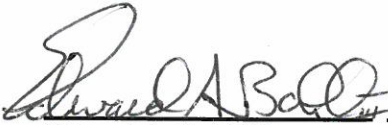
When safety inspection notification is provided, the inspection will not be conducted any earlier than three (3) full working days from the date of notification.

Employees can find the results of their building inspection in the Safety health Environmental Tracking "SHETRACK" system located at the following web page, <https://safety.msfc.nasa.gov/apps/isd/index.php>.


- f. Management will distribute any agreement reached between GSFC and AFGE as a result of this negotiation to bargaining unit employees no later than five (5) working days after effective date of this agreement


4. The parties agree to this MoA as written above.

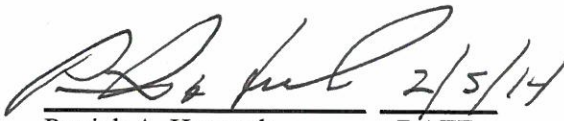
FOR AGENCY:

 1/28/14
Edward A. Bohl III DATE
Chief Negotiator
GSFC

FOR AFGE LOCAL 1923:

 1-28-14
Ben Robbins DATE
Executive Vice President
AFGE, Local 1923

 2/5/14
Linda J. Ledman DATE
Acting Labor Relations Officer
GSFC

 2/5/14
Patrick A. Hancock DATE
Chief, Safety and Health Div
GSFC